



## Privacy Impact Assessment

Full Entry Name: **Incident Crime Information System (TA57)**

NASA Center: **Kennedy Space Center**

Office/Mission Program/Project Supported: **Protective Services Office**

System Overview: The Security Records Management System is a COTS product (ICIS - Incident Crime Information System) purchased from Public Safety Systems Incorporated (PSSI). The application provides a comprehensive data collection/retrieval system supporting all phases of incident tracking, to include traffic citations and incident reporting including traffic accidents. The information included in ICIS is comprehensive data being collected and retrieved and does include PII made sensitive when included in aggregate due to potential for embarrassment or harm.

Privacy	
Collection contains the following: (check the applicable items)	Cell phone number, Date of Birth, Driver's license number, Employment status and/or records, Home mailing address, Home phone number, Medical notes, Name, Photograph, Vehicle identifier (license plate), Video, Work mailing address, and Work phone number
The application/website/information system stores, collects, or maintains Information in Identifiable Form (IIF).	Yes
Information is collected on the following:	Business Partners/Contacts, Grantees (including, but not limited to federal, state, local agencies), Contractors/Vendors/Suppliers, Government Employees, Members of the Public (excluding contractors and partners), and NASA Contractors
The collection of PII is justified.	Yes
Law, regulation, or Government-wide policy justifies the collection of the information.	42 U.S.C. 2451, et seq., the National Aeronautics and Space Act of 1958, as amended
NASA will use the information in the following ways:	NASA collects information on traffic citations, traffic accidents, and criminal events such as stolen property or destruction of government property. NASA will use traffic citation data to accumulate points and possibly suspend an employee's or individual's driving privileges. Traffic accident and criminal investigation data is collected for insurance purposes and also to document the event for possible litigation between parties.
The collection is the minimum necessary to accomplish the purpose of the collection.	Yes
Consent	
The IIF is collected.	Mandatory, Comment: Depending on the incident some data may be voluntary.
There is a process in place for the following	
Ensuring consent is obtained from the individuals whose IIF is stored, collected, or maintained.	Yes (Traffic citation data requires individual's signature.)
Allowing the individual whose IIF is stored, collected, or maintained to choose how their IIF is used.	Yes (However, to the extent the records constitute investigatory material compiled for law enforcement purposes they are exempt as described in the System of Records Notice for the Security Records System.)
Security Controls	
Monitor and Response to privacy and/or security incidents policies.	Yes
Access controls:	Yes
Technical controls (safeguards) are in place to minimize the possibility of unauthorized access, use, or dissemination of the IIF in the application/website/information system/cloud system.	Yes
Information Sharing Practices	
The application/website/information system/cloud systems collect IIF from other resources (e.g., databases, websites)	No

The application/website/information system/cloud system populates data for other resources (e.g., databases, websites, or external agencies, people, or organizations).	No
<b>Accessibility, Redress, Complaints</b>	
There is a process in place for periodic reviews of IIF in the system to ensure data integrity, availability, accuracy, and relevance.	Yes (This entity is reviewed as required by ITS-HBK 1382.03-01 - Privacy Risk Management and Compliance: Collections, PIAs and SORNs)

<b>Privacy Act of 1974</b>	
Records on individuals are or will be routinely retrieved from the system by using individual's name or other unique identifier (e.g., personal account number, UUPIC, SSN, etc. is used to locate information about an individual in the application/website/information system/paper record).	Yes
The records in the system are covered by an existing published System of Records Notice (SORN).	Yes
The SORN Name.	Security Records System (Sensitive But Unclassified)
The SORN Number.	NASA 10SECR

<b>Paperwork Reduction Act</b>	
The record/application/website/information system collects information in a standard way (via forms, surveys, questionnaires, etc.) from 10 or more persons (e.g., members of the public and NASA contractors, and grantees).	Yes
There is an OMB Control Number.	Does not currently have one (NASA PRA Clearance Officer determined one is not required)
Justification	This traffic citation triggers the PRA. As of 01/2013 the NASA PRA Clearance Officer is collaborating with Centers to create a NASA form for traffic citations that covers KSC information collection requirements. A 60-day Federal Register Notice (FRN) is targeted for release by 02/15/2013. The NASA traffic citation will be published as an "existing NASA collection in use without an OMB Control Number." Once final approval from OMB is obtained (approximately 6 months from the date the 60-day FRN is published), KSC will adopt the NASA form.

Concur:

/s/ Concurred

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LINDA RHODE  
System Owner  
Date: 03/28/2013

Concur:

/s/ Concurred

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BRYAN D MCCALL  
NASA Privacy Program Manager  
Date: 01/09/2014

Concur:

/s/ Concurred

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DAWN K KNIFFIN  
Center Privacy Manager  
Date: 12/23/2013

Approve:

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LARRY N SWEET  
Senior Agency Official for Privacy  
Date: 02/24/2014